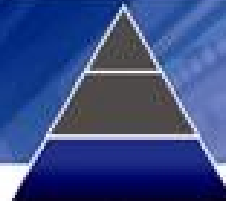


# Tactical Roadmap

Approximately 0-10 years



The Tactical Development phase focuses you on learning your basic contracting skills and functional competencies, gaining contracting depth, and developing business knowledge and skills with which to build your contracting career. Training and experience are essential for you to build a strong foundation of technical knowledge that will lead you to strong job performance and to your APDP certification

in Contracting. As you progress through the tactical phase, we expect you to develop enduring competencies that will serve you throughout your contracting career. You will also gain valuable communication skills, as well as leadership skills. Formal education with a business background will be a key part of your development as a contracting professional.

## DEVELOPING TECHNICAL SKILLS & FUNCTIONAL COMPETENCIES

Experience with:

- Acquisition Strategy Planning
- Solicitation Procedures
- Price Analysis/Negotiation
- Contract Types & Methods
- Contract Administration
- Contract Funding & Financing
- Skills Required by: EDT for Jr Civilians & Company Grade Officers or CFETP for Enlisted Personnel (1st 5 years)

## DEVELOPING ENDURING COMPETENCIES

- Exercise Sound Judgment
- Adapt and Perform Under Pressure
- Inspire Trust
- Lead Courageously
- Foster Effective Communication
- Assess Self

## TRAINING & CERTIFICATION

- DAU Acquisition Courses (100/200 Level)
- Mission-Ready Contracting Officers Course (civilians)
- Mission-Ready Airman Course
- Career Development Courses (CDCs) (enlisted only)
- APDP Level I Certification (within 2 years)
- APDP Level II Certification
- 80 Continuous Learning points/2yrs
- Training Required by: EDT for Jr Civilians & Company Grade Officers or CFETP for Enlisted Personnel (1st 5 years)
- *Professional Certifications*

## DEVELOPING GENERAL BUSINESS SKILLS

- Computer Skills
- Contract Writing Systems
- Staff, Support, and Writing Skills
- Oral and Written Communication
- Interface with other Services and Agencies
- Industry Interface-Negotiations and Problem Solving
- Familiarity with Other Functional Areas (Program Mgt, Budget, Logistics, etc.)

## DEVELOPING LEADERSHIP SKILLS

- Personal Leadership
- Strong Business Ethics
- Foster Teamwork
- Communicate Effectively
- Build Relationships
- Lead by Example
- Develop Followership Skills

## EXPERIENCE

- Limited Warrant
- Varied Buying-Systems, R&D, Operational, Specialized, Logistics (at least 2)
- Team Lead
- Unlimited Warrant

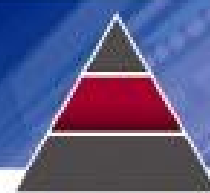
## EDUCATION

- 24 Semester Hours in Business
- Basic Developmental Education
- *Masters Degree*
- *Intermediate Developmental Education*

NOTE: Stretch goals are italicized.

# Operational Roadmap

Approximately 6-20 years



The Operational Development phase focuses you on learning more complex contracting skills, functional competencies, and gaining breadth of experience. Further training and experience at this level will prepare you for APDP Level III. At this level, you will be considered

a business advisor and expert within your career field. At this point in your career, you should be in supervisory roles and pursue career broadening opportunities. You should also complete your graduate level formal education to expand your knowledge base and business skills.

## DEVELOPING TECHNICAL SKILLS & FUNCTIONAL COMPETENCIES

- Strategic Buying
- Complex Contract Types
- Complex Pricing Arrangements
- Source Selection Procedures
- Contracting Policy & Laws
- *Acquisition Corps Membership*

## DEVELOPING ENDURING COMPETENCIES

- Drive Performance thru Shared Vision, Values & Accountability
- Influence thru Win/Win Solutions
- Mentor/Coach for Growth & Success
- Partner to Maximize Results
- Promote Collaboration & Teamwork

## TRAINING & CERTIFICATION

- DAU Acquisition Courses (300 Level)
- OPM (Management Development Centers/Federal Executive Institute) Leadership Courses
- APDP Level III Certification
- 80 Continuous Learning points/2 yrs
- Professional Certifications
- APDP Level I Certifications in Other Functional Area
- *APDP Level II Certification in Other Functional Area*

## DEVELOPING GENERAL BUSINESS SKILLS

- Information access thru Web-Based Portals
- E-Business Capability/Functionality
- Other Functional Areas (Program Mgt, Budget, Logistics, etc.)
- Ensure Compliance with Budget & Legislative Policy
- IT Collaboration Tools

## DEVELOPING LEADERSHIP SKILLS

- Lead Teams
- Lead the Organization
- Lead Change
- Translate Strategy
- Drive Execution
- Foster Professional Competency

## EXPERIENCE

- MAJCOM or higher Staff
- Varied Buying—Systems, R&D, Operational, Specialized, Logistics (at least 2)
- Squadron Command/Supervisory

## EDUCATION

- Intermediate Developmental Education
- Masters Degree
- Senior Developmental Education
- Professional Civilian Education

NOTE: Stretch goals are italicized.

# Strategic Roadmap

Approximately 15-30 years



The Strategic Development phase focuses you on developing and implementing strategic approaches to drive acquisition strategies and to lead organizations. Sharing your technical expertise, using your business acumen, and mentoring junior members of the contracting workforce are important aspects of this phase.

People who have completed this phase are typically senior leaders of Air Force Contracting. Effective communication skills are essential for leading an organization. Training focuses on senior level executive seminars and development programs. Strategic level leaders occupy key leadership positions within Air Force Contracting.

## SHARING KNOWLEDGE OF TECHNICAL SKILLS & FUNCTIONAL COMPETENCIES

- Mentor Junior Personnel (Mil & Civ)
- Develop/Teach Training Courses
- Speak at Seminars/Symposiums
- Acquisition Corps Membership
- Take Opportunities at the Joint Level to share the Air Force Contracting Perspective

## DEVELOPING ENDURING COMPETENCIES

- Shape Air Force Strategy & Direction
- Command Organizational & Mission Success thru Enterprise Integration & Resource Stewardship
- Embrace Change & Transformation
- Drive Execution
- Attract, Develop & Retain Talent

## TRAINING & CERTIFICATION

- Executive/Strategic Leadership Courses
- Membership in GS-15 Leadership Development Program (Civ only)
- APDP Level II Certification in Other Functional Area(s)
- 80 Continuous Learning points/2 yrs
- *APDP Level III Certification in Other Functional Area(s)*

## DEVELOPING STRATEGIC LEVEL BUSINESS SKILLS

- Develop & Communicate Vision
- Develop/Implement Strategic Policies & Procedures
- Leadership Role on Complex Source Selections
- Drive & Approve Acquisition Strategies
- Implement Budgetary & Legislative Policy
- Manage Strategic Supplier Interface

## DEVELOPING CORPORATE LEADERSHIP SKILLS

- Lead Change
- Lead People
- Results Driven
- Develop Business Acumen
- Build Coalitions/Communications
- Create & Demonstrate Vision
- Joint Warfighter Perspective
- Geo-Political Awareness
- Think & Work Across Borders

## EXPERIENCE

- Leadership/Command at HAF/SAF, OSD, MAJCOM, Center, Wing, Group
- Senior Leadership Over Various Acquisition Types (Systems, R&D, Specialized, etc)
- *Leadership in other Services, Agencies, Private Industry*

## EDUCATION

- Senior Developmental Education
- *Professional Civilian Education*

NOTE: Stretch goals are italicized.